



TRANSFER OPPORTUNITY

FOR STATE EMPLOYEES



DEPARTMENT OF INDUSTRIAL RELATIONS LABOR STANDARDS ENFORCEMENT Wage Claims Adjudication

INDUSTRIAL RELATIONS REPRESENTATIVE Spanish Speaking

Position: Industrial Relations Representative
Range A: \$2902 - \$3200
Range B: \$2994 - \$3465
Range C: \$3589 - \$4363

Location: Santa Barbara

Duties: Under the general direction of a Deputy Labor Commissioner III, an entry-level professional employee in a learning and development capacity; will answer questions concerning State Labor Laws and Industrial Welfare orders; assists Deputy Labor Commissioners in processing wage claims; assists the public in filing claims to formal hearings when appropriate; assists Deputy Labor Commissioners in completing wage audits; determines the methods to be used to resolve the claim and takes appropriate action; assists parties through the 98(a) hearing process and enforces the Order, Decision or Award; prepares cases for presentation to the District Attorney when criminal enforcement action is required; complete service of process as required by local office; performs other duties as required.

Any current SROA/Surplus employee or anyone eligible for transfer, list appointment, or training and development assignment to the above class may apply by sending a standard State application (Form Std. 678) to the address below. Please note that SROA and eligible Surplus Employees will be given first consideration in accordance with SROA provisions.

Department of Industrial Relations
DLSE - Wage Claims Adjudication
Attn.: Dan Cornet, Sr. Deputy
411 E. Canon Perdido Street, Rm. 3
Santa Barbara, CA 93101

California Relay System Telephone number for the deaf and impaired: 1-800-735-2929

Submit Application By: May 30, 2006 or until position filled. Applications will be reviewed and interviews for some or all applicants may be scheduled subsequently.

CALIFORNIA STATE GOVERNMENT - EQUAL OPPORTUNITY TO ALL REGARDLESS OF RACE, COLOR, CREED, NATIONAL ORIGIN, ANCESTRY, SEX, MARITAL STATUS, DISABILITY, RELIGIOUS OR POLITICAL AFFILIATION, AGE, OR SEXUAL ORIENTATION.